



Question

Email received from a RD:

Are we supposed to be completing the flow sheet for those clients that come in without their proof of income, identity or residency?

With the recent changes on 30 Day Temporary Certifications, now the flow sheet does not auto-populate out to the typical end cert date, it only does the one-month worth. Should we be adding months, or does that need to be done later on, if/when, the proof is brought in?

Answer

The screen shot to the right is the Flowsheet tab in KWIC for a 30-Day Temp client. As you can see, the Flowsheet only auto populated for the month of January.

In order to get a full Flowsheet, staff should click the Add button to get the necessary months to complete the flow sheet for what would be a complete certification.

Some other things to know about the Flowsheet include:

- ✓ Staff may change the flowsheet from RD to NE+ or NEI if the high risk situation is resolved and id documented in a KWIC note!
- ✓ There is a new and improved Flowsheet training module on the Kansas WIC website. Click the link below and scroll down to the bottom of the page under Additional Training Resources.

http://www.kansaswic.org/local_agencies/training.html

Month	Activity
October, 2013	
November, 2013	
December, 2013	
January, 2014	
February, 2014	
March, 2014	
April, 2014	
May, 2014	
June, 2014	
July, 2014	
August, 2014	
September, 2014	
October, 2014	
November, 2014	
December, 2014	
January, 2015	

